

To: cynthia.ferguson@usdoj.gov[cynthia.ferguson@usdoj.gov]
From: Minter, Marsha
Sent: Tue 3/21/2017 8:54:16 PM
Subject: Committee Chair Meeting

Hi—can you update the outlook invite and add the room # and discussion topics—feel free to make any edits-THANKS!

I'm expecting about ten people-- you think 4 pizzas is enough? (2 Veggies, Pepperoni, Chicken)

Committee Chairs Brownbag—Room 2226D (WJC South Building) 12:45 – 1:45

Discussion Topics

- FY 17 Priorities (top external/community-based project)

- Opportunities/Challenges
 - Need for additional agency reps on your committee
 - Hosting Meeting at your Agency
 - Cross Committee Collaboration
 - MAX.GOV

- Frequency of Committee Chair meetings
 - Quarterly, Bi Annual, Other?